



MISSISSIPPI DEPARTMENT OF HUMAN SERVICES

Mississippi  
Department of  
Human Services:  
**CCDF**  
Newsletter

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Wednesday, August 31, 2016

*This newsletter will provide biweekly updates as the Child Care and Development Fund (CCDF) State Plan is being implemented.*

## How will all child care staff members receive the federally required health and safety information by October 1, 2016?

The Child Care Development Block Grant (CCDBG) Act requires all new and existing child care providers receiving Child Care Development Fund (CCDF) funds to be trained in 10 health and safety areas. In order to receive Child Care Payment Program (CCPP) vouchers, all staff (caregivers, teachers, and directors) from eligible child care centers will need to attend a health and safety informational session before October 1, 2016. The information will cover 10 federally required topic areas fundamental for all licensed and unlicensed providers receiving CCPP vouchers. MDHS has arranged for these sessions to be delivered by trained community college instructors at 15 locations across the state. **There is no cost to providers to attend one of these sessions.**

Because the Mississippi State Department of Health (MSDH) already delivers health and safety training to child care directors, MDHS approved a curriculum that expands existing information to all caregivers. The 10 federally required health and safety topics include the following: prevention and control of infectious diseases, prevention of sudden death syndrome, administration of medication, response to food allergies, building and physical premises safety, prevention of shaken baby syndrome, emergency preparedness, handling hazardous materials, transporting children, and first aid and CPR.

Letters mailed and emailed by MDHS on August 29, August 31, and September 2 will inform providers on how to register themselves and their entire staff for a face-to-face health and safety informational session. The state will utilize its community college network, made up of 15 districts, to deliver these sessions. Instructors from each community college have already been trained on the curriculum. On September 10, 17, and 24 (all of these dates fall on Saturday), there will be one health and safety informational session from 8 a.m. to noon for each of the 15 community college districts. Each child care director of a CCPP-approved center or home is responsible for registering themselves and their staff online at [ccpptraining.mdhs.ms.gov](http://ccpptraining.mdhs.ms.gov). Please review the

schedule and sign up online as soon as possible. In doing this, our state will meet a major federally required provision, and our childcare workforce will be stronger. Thank you for your commitment to this process.

## Health and Safety Informational Session Schedule and Locations

### **September 10, 2016, 8 a.m. to noon (letters/emails sent by MDHS on Monday, August 29)**

Northeast Mississippi Community College District  
Southwest Mississippi Community College District  
Jones County Junior College District  
Coahoma Community College District  
East Central Mississippi Community College District  
Northwest Mississippi Community College District

### **September 17, 2016, 8 a.m. to noon (letters/emails sent by MDHS on Wednesday, August 31)**

Itawamba Community College District  
Mississippi Gulf Coast Community College District  
Pearl River Community College District  
Holmes Community College District  
Hinds Community College District

### **September 24, 2016, 8 a.m. to noon (letters/emails sent by MDHS on Friday, September 2)**

East Mississippi Community College District  
Copiah-Lincoln Community College District  
Meridian Community College District  
Mississippi Delta Community College District

## What is the status of the Child Care Payment Program (CCPP) policy manual?

MDHS submitted the revised policy manual to the Secretary of State's Office Tuesday, August 2, 2016, and it underwent the 25-day tolling period for public comment in accordance with the Administrative Procedure Act. There was also a public hearing held Monday, August 22, to give all interested parties, particularly providers, an opportunity to provide feedback and comment on the draft of the policy manual. All comments were considered prior to the submission of the final draft on August 30, 2016. The CCPP policy manual will be codified by the Secretary of State's Office as the final rule on September 29, 2016. All policies and procedures will go into effect October 1, 2016.



*Cathy Sykes, MDHS deputy administrator of programs, addresses the public during the hearing on the CCPP policy manual.*

# 2016 Timeline

<b>11-Mar</b>	Mississippi Department of Human Services submitted the state's CCDF plan to the U.S. Department of Health and Human Services.
<b>April/May</b>	U.S. Department of Health and Human Services reviewed the plan.
<b>June</b>	Three workgroups met to gather feedback from statewide stakeholders to assist MDHS in fulfilling federal requirements.
<b>28-Jun</b>	A letter approving the state plan was received from the U.S. Department of Health and Human Services.
<b>July-Sept.</b>	The state will work toward meeting immediate federal requirements during this timeframe.
<b>2-Aug</b>	MDHS submitted the revised CCPP policy manual to the Secretary of State's Office in accordance with the Administrative Procedure Act. To submit comments, the public was directed to this e-mail address: <a href="mailto:ccdfcomments@mdhs.ms.gov">ccdfcomments@mdhs.ms.gov</a> .
<b>22-Aug</b>	A public hearing regarding the CCPP policy manual was held at 5:30 p.m. in room 145 of the Woolfolk building in Jackson, Mississippi.
<b>27-Aug</b>	Last day for public comments on the CCPP policy manual.
<b>August 27-29</b>	Revise CCPP policy manual to address public comments.
<b>30-Aug</b>	File revised draft of CCPP policy manual with the Secretary of State's Office.
<b>29-Sep</b>	Secretary of State's Office to codify final rules.
<b>1-Oct</b>	Effective date of new CCPP policy manual to begin program year.

## Contact

For more information about the CCDF State Plan, please visit <http://www.mdhs.state.ms.us/early-childhood-care-development/child-care-resources/ccdf-state-plan/>.

For questions or additional comments, please contact Cathy Sykes at [Cathy.Sykes@mdhs.ms.gov](mailto:Cathy.Sykes@mdhs.ms.gov).